



## POSITION DESCRIPTION

TITLE: Database Administrator		EEO CODE: <input checked="" type="checkbox"/> Officials and Admin. <input type="checkbox"/> Executives <input type="checkbox"/> Management <input type="checkbox"/> Supervisors		<input checked="" type="checkbox"/> Professionals <input type="checkbox"/> Technicians <input type="checkbox"/> Protective Services <input type="checkbox"/> Paraprofessionals	<input type="checkbox"/> Admin. Support <input type="checkbox"/> Skilled Craft <input type="checkbox"/> Service & Maintenance
REPORTS TO: Sr. Database Administrator					
GRADE: 11	EFFECTIVE:	APPROVED:			Approved at Commission Meeting on:

### **POSITION OBJECTIVE:**

Under the general direction of the Sr. Database Administrator, ensures the continued availability of major database management systems (DBMS) at performance and reliability levels suitable to meet Authority requirements.

### **RESPONSIBILITIES:**

1. Participates in the design and development of all database systems. Responsible for implementing systems to design standards. Develops systems including overall logic, implementation, time, and data control.
2. Administers database systems consistent with Authority's standards and policies on Computer Security and Data Integrity. Monitors database and network activity and performs tuning to maintain optimal performance on the database server and workstations.
3. Evaluates and recommends non-Oracle solutions to database application needs where appropriate.
4. Manages DBMS client and associated platforms such as Oracle Applications Server and report and forms development infrastructure.
5. Sets up and manages users on the database. Resolves database and user problems and works with Software Support to resolve extraordinary database problems.
6. Monitors and maintains integrity of Standby Databases at Disaster Recovery Site and safeguards the physical database files through backup and recovery procedures
7. Performs other tasks / functions as required. Maintains technical proficiency and skills through outside education and training.

### **RESPONSIBILITY FOR RELATIONSHIPS:**

Has responsibility for maintaining harmonious working relationships with this and other departments and individuals in the Turnpike organization necessary for obtaining the objectives of the position.

### **MINIMUM QUALIFICATIONS:**

1. Bachelor's degree in Computer Science or equivalent experience. Three (3) years experience in design and management of database systems.
2. Administrative aptitude for effective organization and administration of database systems. In-depth knowledge of relational database concepts with ability to use Structure Query Language (SQL) and database tools.
3. Demonstrated knowledge of Oracle database and enterprise class (UNIXNMS) operating systems. Peoplesoft experience strongly desired. Experience with non-Oracle database management systems such as SQL Server, MySQL, PostgreSQL and DB2 preferred. Basic knowledge of PC based computing platforms and networks.

**To apply**

Send a resume, application and any supporting documents to:

New Jersey Turnpike Authority  
P.O. Box 5042, Woodbridge, NJ 07095-5042  
Attention: Human Resources.

You can download a PDF version of an employment application on the Turnpike Authority's Web site at [www.state.nj.us/turnpike/employment-info.html](http://www.state.nj.us/turnpike/employment-info.html).

Applications also can be picked up in person from 9 a.m. to 5 p.m. Monday through Friday at the Turnpike Authority's Administration Building, 581 Main Street, Woodbridge.

If you have questions, call (732) 750-5300, extension 8300.